



*Office of Laboratory Licensure,  
Certification & Training*

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Jane Dee Hull, Governor  
James R. Allen, MD, MPH, Director

DATE: November 18, 1996  
TO: Laboratory Director and QA Manager  
FROM: Wesley B. Press, Acting Bureau Chief  
SUBJECT: Information Update #33  
NOTE: If any problems occur with this web site, please call 1-800-952-0374 or (602) 255-3454 extension 205, 221 or 222. Thank You.

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1. Two training sessions on Practical Ethics for Environmental Laboratories will be held on December 4 & 5, 1996. Topics to be covered will include:

- dilemma resolution techniques
- making tough decisions
- right vs. wrong decision making - specific instances and examples of improper or questionable actions for decisions will be discussed
- Participants will be provided with ample time to discuss particular examples or ask questions on how to handle particular situations internally.

A. On December 4, 1996 an all day workshop for Environmental Laboratory managers, QA professional, regulators, executives, etc. will be offered. In addition to the above topics this seminar will present suggestions for management on how to deal with issues surrounding ethics and integrity and more importantly how to detect early potential environments for improper behavior and prevent them.

Sign in for this workshop will begin at 8:00 a.m. The workshop will start at 8:30 a.m. and is scheduled to last until 5:00 p.m. The registration fee is \$50.00. Course materials will be an additional \$12.50. Total cost for the seminar is \$62.50.

B. On December 5, 1996 a workshop for Environmental Laboratory bench analyst will be offered.

Sign in for this workshop will begin at 8:30 a.m. and last until 9:00 a.m. The workshop will start at 9:00 a.m. and is scheduled to last until 4:30 p.m. The registration fee is \$50.00. Course

materials will be an additional \$12.50. Total cost for the seminar is \$62.50.

Both of these workshops will be presented by John E. "Jack" Farrell, III of Analytical Excellence, Inc. (AEX), Altamonte Springs, FL. Mr. Jack Farrell is a twenty year veteran in the environmental laboratory industry. Mr. Farrell has operated small, medium and large laboratories and held positions in Operations, Sales, Quality Management and General Management. Mr. Farrell is president of AEX, an independent consulting firm specializing in technical, quality and compliance assessments and assisting laboratories and data users in matters affecting the generation of sound analytical data for compliance use.

### **SEMINAR LOCATION:**

Both of these workshops will be held at:

Arizona Historical Society  
1300 N. College Avenue  
Tempe, AZ 85281  
(602) 929-9499

The Arizona Historical Society is located just north of the corner of Curry Road and College avenue on the west side of College Avenue.

### **REGISTRATION:**

Even if you filled out the survey in the last update you must complete and send in the attached registration form for these workshops.

To Register:

- a. Complete the registration form.
- b. Make checks payable to ADHS.
- c. Mail or fax registration; mail checks to:

Cristy Finan/Training  
3443 North Central, Suite 810  
Phoenix, Arizona 85012-2204  
Fax: (602) 255-1070  
Phone: (602) 255-3454

Payment must be received prior to the workshop. There will be no on site registration.

2. If you have any questions regarding the Updates, or if you have any technical questions that need clarification, please call or send [e-mail](#) to Prabha Acharya, Program Manager, Technical Resources and Training at the Laboratory Licensure. A [table of contents](#) to all the Information Updates published is also available.

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